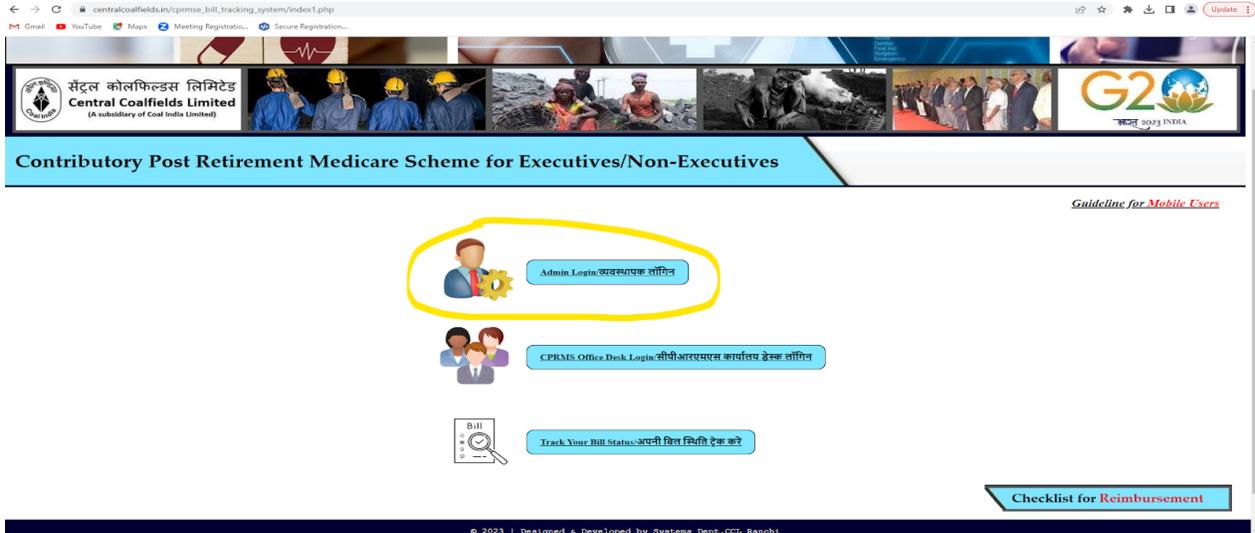
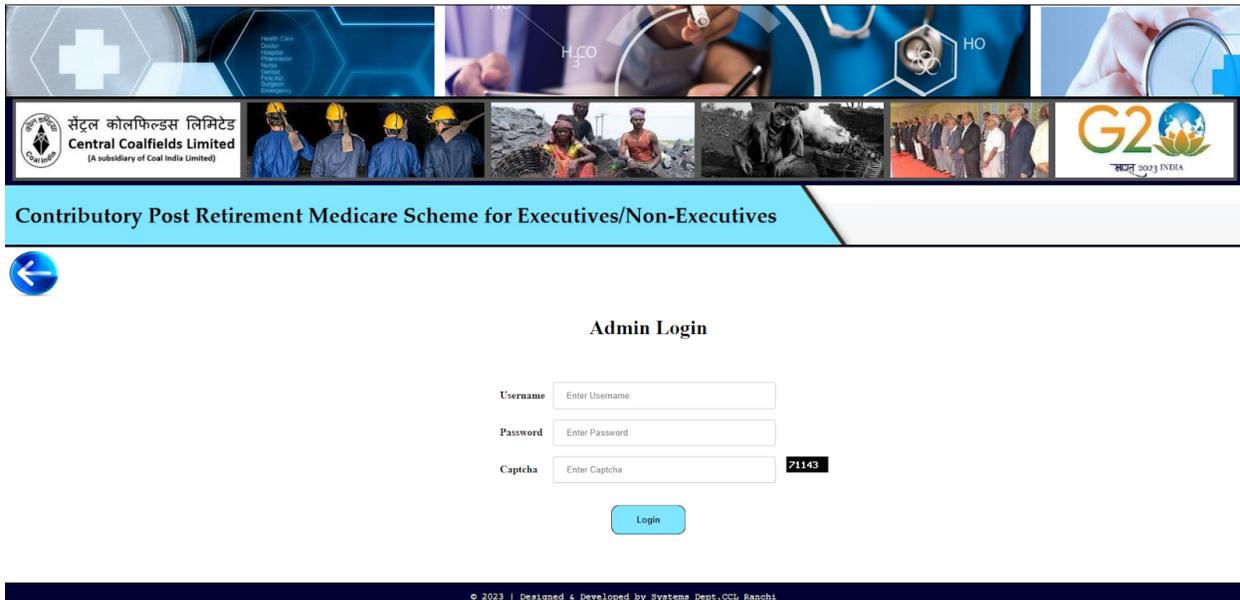


USER MANUAL FOR CPRMS PORTAL

1. EE and NEE Department Users - for updating the master data, bank account and personal details of retired employees in CPRMS Portal.



Login screen :



Enter the respective Username and Password

Home screen

संदल कोलफिल्डस लिमिटेड
Central Coalfields Limited
(A subsidiary of Coal India Limited)

Home New Registration Update Account Number Edit Personal details Logout

Welcome Admin_E (ANKUR GAUTAM) !
[Change Password](#)

Total Executives Registered
(1682)

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Total no of registered beneficiaries click here

संदल कोलफिल्डस लिमिटेड
Central Coalfields Limited
(A subsidiary of Coal India Limited)

Home New Registration Update Account Number Edit Personal details Logout

Welcome Admin_E (ANKUR GAUTAM) !
[Change Password](#)

Total Executives Registered
(1682)

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Details of registered beneficiaries, use search by text and by date for searching a particular employee

Contributory Post Retirement Medicare Scheme for Executives/Non-Executives

Home New Registration Update Account Number Edit Personal details Logout

Welcome Admin_E (ANKUR GAUTAM) !

Keyword OR Select From Date Select To Date

Executive Details

S.No.	Ex Employee's Name	EIS No.	CPRMS No.	Membership Status	Separation Date	Spouse Name	Disabled Child 1 Name	Disabled Child 2 Name	Nominee Name
1	BADRI PRASAD MISTRY	90173444	CPRMSE/04/08/21	SINGLE	2030-11-20	Not Available	Not Available	Not Available	SANTOSH KUMAR
2	LATE SATYA NARAYAN RAM	90171273	CPRMSE/04/04/28	SINGLE	2031-12-20	SARDA KEJRIWAL	Not Available	Not Available	RAJESH KEJRIWAL
3	ARVIND SINGH	90021890	CPRMSE/04/07/31	DOUBLE	2031-01-20	SUMITRA DEVI	Not Available	Not Available	SUMIT KUMAR
4	KRISHNA PANDEY	90181025	CPRMSE/04/04/35	SINGLE	2030-11-20	LATE SAVITRI DEVI	Not Available	Not Available	ARJUN KUMAR
5	ASHOK KUMAR LAL	90166828	CPRMSE/04/09/57	DOUBLE	2030-04-20	MEENU LAL	Not Available	Not Available	DWIVESH KUMAR
6	DHRUB KUMAR	90041054	CPRMSE/04/09/70	DOUBLE	2031-03-20	MEENA DEVI	Not Available	Not Available	PINAKI RANJAN
7	LATE BHANU P. SINGH	90059551	CPRMSE/04/07/74	SINGLE	2030-11-20	SHEELA SINGH	Not Available	Not Available	CHE TAN SINGH

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For new ex employee registration when CPRMS medical card is issued:

Select the Membership status and no of disabled children

संद्रल कोलफिल्डस लिमिटेड
Central Coalfields Limited
(A subsidiary of Coal India Limited)

संद्रल 2023 INDIA

Contributory Post Retirement Medicare Scheme for Executives/Non-Executives

Home New Registration Update Account Number Edit Personal details Logout

Welcome Admin_E (ANKUR GAUTAM) !

New Ex Employee Registration

Membership Status * Select Number of disabled children *

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Enter Registration Details

EE Group	<input type="text" value="Executive"/>	Membership Status	<input type="text" value="Double"/>
EIS/PIS No *	<input type="text" value="Enter EIS/PIS Number"/>	Ex Employee Name *	<input type="text" value="Enter Ex Employee Name"/>
Vendor Code *	<input type="text" value="Enter Vendor Code"/>	CPRMS Number/Card Number *	<input type="text" value="CPRMSE/00/0000/SL_NO"/>
Ex Employee Aadhar *	<input type="text" value="Enter Ex Employee Aadhar"/>	Ex Employee PAN	<input type="text" value="Enter Ex Employee PAN"/>
Primary Contact *	<input type="text" value="Enter Contact"/>	Ex Employee Present Address *	<input type="text" value="Enter Present Address"/>
Card Issue Date	<input type="text" value="dd-mm-yyyy"/>	Seperation Date *	<input type="text" value="dd-mm-yyyy"/>
Old/New Scheme *	<input type="text" value="--- Select the Scheme ---"/>		

Enter Spouse Details

Spouse Name	<input type="text" value="Enter Spouse Name"/>	Spouse Contact	<input type="text" value="Enter Spouse Mobile"/>
Spouse Aadhar	<input type="text" value="Enter Spouse Aadhar"/>		

Enter Nominee Details

Nominee Name *	<input type="text" value="Enter Nominee Name"/>	Nominee Contact *	<input type="text" value="Enter Nominee Mobile"/>
----------------	---	-------------------	---

Enter Bank Details

Bank Name *	<input type="text" value="Enter Bank Name"/>	Branch Name *	<input type="text" value="Enter Branch Name"/>
-------------	--	---------------	--

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Enter Registration Details

EIS/PIS No *	<input type="text" value="Enter EIS/PIS Number"/>	Ex Employee Name *	<input type="text" value="Enter Ex Employee Name"/>
Vendor Code *	<input type="text" value="Enter Vendor Code"/>	CPRMS Number/Card Number *	<input type="text" value="CPRMSE/00/0000/SL_NO"/>
Ex Employee Aadhar *	<input type="text" value="Enter Ex Employee Aadhar"/>	Ex Employee PAN	<input type="text" value="Enter Ex Employee PAN"/>
Primary Contact *	<input type="text" value="Enter Contact"/>	Ex Employee Present Address *	<input type="text" value="Enter Present Address"/>
Card Issue Date	<input type="text" value="dd-mm-yyyy"/>	Seperation Date *	<input type="text" value="dd-mm-yyyy"/>
Old/New Scheme *	<input type="text" value="--- Select the Scheme ---"/>		

Enter Spouse Details

Spouse Name	<input type="text" value="Enter Spouse Name"/>	Spouse Contact	<input type="text" value="Enter Spouse Mobile"/>
Spouse Aadhar	<input type="text" value="Enter Spouse Aadhar"/>		

Enter Nominee Details

Nominee Name *	<input type="text" value="Enter Nominee Name"/>	Nominee Contact *	<input type="text" value="Enter Nominee Mobile"/>
----------------	---	-------------------	---

Enter Bank Details

Bank Name *	<input type="text" value="Enter Bank Name"/>	Branch Name *	<input type="text" value="Enter Branch Name"/>
IFSC Code *	<input type="text" value="Enter IFSC Code"/>	Account Number *	<input type="text" value="Enter Account Number"/>

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- For bank account details updation : *(For Admin user only)*



Contributory Post Retirement Medicare Scheme for Executives/Non-Executives

[Home](#) [New Registration](#) [Update Account Number](#) [Edit Personal details](#) [Logout](#)

Welcome Admin_E (ANKUR GAUTAM) !
[Change Password](#)



Total Executives Registered
(1682)



Contributory Post Retirement Medicare Scheme for Executives/Non-Executives

[Home](#) [New Registration](#) [Update Account Number](#) [Edit Personal details](#) [Logout](#)

Welcome Admin_E (ANKUR GAUTAM) !



Bank Account Updation Details

Enter Vendor Code *

For updating personal details go to edit personal details and enter Vendor Code :

Contributory Post Retirement Medicare Scheme for Executives/Non-Executives

Home New Registration Update Account Number Edit Personal details Logout

Welcome Admin_E (ANKUR GAUTAM) !

Ex Employee Personal Details Update

Vendor Code

Enter

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The existing details will appear that can be edited.

Enter

Ex Employee Personal Details

EE Group	<input type="text" value="Executive"/>	Membership Status	<input type="text" value="SINGLE"/>
EIS/PIS No *	<input type="text" value="90171273"/>	Ex Employee Name *	<input type="text" value="LATE SATYA NARAYAN RAI"/>
Vendor Code *	<input type="text" value="E90171273"/>	CPRMS Number/Card Number *	<input type="text" value="CPRMSE/04/04/28"/>
Ex Employee Aadhar *	<input type="text" value="365633164498"/>	Ex Employee PAN *	<input type="text" value="AAUPR7712G"/>
Primary Contact *	<input type="text" value="9470193286"/>	Ex Employee Present Address *	<input type="text" value="665 B, KOYLA BIHAR"/>
Card Issue Date	<input type="text" value="28-01-2019"/>	Seperation Date *	<input type="text" value="28-12-2031"/>
Old/New Scheme *	<input type="text" value="OLD SCHEME"/>		

Spouse Details

Spouse Name Spouse Contact Spouse Aadhar

Nominee Details

Nominee Name * Nominee Contact *

Update Details

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2. CPRMS Office Desk Users :

- a. Reception
- b. Pharmacist
- c. Accountant
- d. Observation Desk (OD)
- e. CMO
- f. CMS
- g. Data Entry Operator (DEO)

h. Nodal

Login Page for all CPRMS Office Desk Users

centralcoalfields.in/cprms_bill_tracking_system/index1.php

सेंट्रल कोलफिल्ड्स लिमिटेड
Central Coalfields Limited
(A subsidiary of Coal India Limited)

Contributory Post Retirement Medicare Scheme for Executives/Non-Executives

[Guideline for Mobile Users](#)

Admin Login/अवस्थापक लॉगिन

CPRMS Office Desk Login/सीपीआरएमएस कार्यालय डेस्क लॉगिन

Track Your Bill Status/अपनी बिल स्थिति ट्रैक करें

[Checklist for Reimbursement](#)

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Home Page :

सेंट्रल कोलफिल्ड्स लिमिटेड
Central Coalfields Limited
(A subsidiary of Coal India Limited)

Contributory Post Retirement Medicare Scheme for Executives/Non-Executives

Home New Bill Registration Closed Bills Change Mobile Number Logout

Welcome Reception (Reena Dutta) !
[Change Password](#)

Total Bills Received (0)

Pending Bills (0)

Forwarded Bills (0)

Bills Pending with Reception(Reena Dutta)

S.No.	Bill Number	Employee Type	Ex Employee Name	EIS No.	CPRMS No.	Claimant's Name	Bill Received Date	Action
-------	-------------	---------------	------------------	---------	-----------	-----------------	--------------------	--------

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- Total Bill Received will have all the bills received till date to the respective user.
 - Pending Bills will have all the pending bills with the respective user.
 - Forwarded Bills will have all the bills forwarded by the respective user.
 - Closed Bills will have all the bills closed by CPRMS cell.
-
- For Bill Registration go to New Registration and enter Vendor Code of beneficiaries and press enter, the details of registered beneficiary will appear. *(This option is only available for reception)*



Contributory Post Retirement Medicare Scheme for Executives/Non-Executives

Home New Bill Registration Closed Bills Change Mobile Number Logout

Welcome Reception (Reena Dutta) !

Bill Registration

Vendor Code *



Contributory Post Retirement Medicare Scheme for Executives/Non-Executives

Home New Bill Registration Closed Bills Change Mobile Number Logout

Welcome Reception (Reena Dutta) !

Bill Registration

Vendor Code *

Ex Employee details

EE Group	Ex Employee Name	Vendor Code:	EIS No:	CPRMS No:	Membership Status:	Card Issue Date:
Executive	Test Voena Hembrom	E95001772	95001772	CPRMSE/04/09/Test	Double	2023-07-04

Claimant's Name

Now select the claimant and enter the amount and treatment date.

(If treatment date is 7 days before the submission of last treatment date, then last treatment day will appear as well as it will be sent to CMS for further inspection, if the CMS approves the bill to be authentic it will be sent to reception for normal scrutiny, and if CMS rejects the bill it will be removed from the cycle.)

Ex Employee details

EE Group	Ex Employee Name	Vendor Code:	EIS No:	CPRMS No:	Membership Status:	Card Issue Date:
Executive	Test Veena Hembrom	E95001772	95001772	CPRMSE/04/99/Test	Double	2023-07-04

Claimant's Name:

Claimant Details

Claimant's Name:

Claimant's Contact:

Relationship:

Enter Bill Details

Treatment Date *

Bill Received Date *

Amount Claimed *

Treatment Type * OPD IPD

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After clicking on Register Bill, the sms will be sent to claimant, after clicking on OK and bill id will be generated.





Contributory Post Retirement Medicare Scheme for Executives/Non-Executives

[Home](#) [New Bill Registration](#) [Closed Bills](#) [Change Mobile Number](#) [Logout](#)

Welcome Reception (Reena Dutta) !

Claimant Test Veena Hembrom is registered with bill id
REG_2023_000001 against CPRMS Number CPRMSE/04/99/Test

[Register another Bill](#)

[Home](#)

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- For updating the mobile number of the beneficiary, go to **Change Mobile Number** and enter the Vendor Code, old contact number and new contact number. *(This is available only for Reception users.)*



Contributory Post Retirement Medicare Scheme for Executives/Non-Executives

[Home](#) [New Bill Registration](#) [Closed Bills](#) [Change Mobile Number](#) [Logout](#)

Welcome Reception (Reena Dutta) !

New Mobile No.:

Enter OTP sent on new Mobile No.:

OTP will expire in 01:45 minute!

[Submit OTP](#)

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Enter the OTP sent on new mobile no and mobile no will be updated.

After the Bill is registered, the bill id is auto generated and it will appear in the home screen of Reception

- To Forward a Bill

The number of total bills and pending bills will change accordingly after bill registration.

The Reception has to forward it to the Pharmacist by clicking on FORWARD under the Action Column.

Home New Bill Registration Closed Bills Change Mobile Number Logout

Welcome Reception (Reena Dutta) !

[Print this page](#)

Bill Details in CPRMS Portal for Bill ID: REG_2023_000001

Ex Employee's Name	Test Veena Hembrom
EIS Number	95001772
CPRMSE Number	CPRMSE/04/99/Test
Employee Type	Executive
Claimant's Name	Test Veena Hembrom
Relation	Self
Bill Received Date	2023-07-05
Treatment Type	OPD
Treatment Date	2023-07-04
Contact Number	8420354266
Amount Claimed	80000
Present Status	Pending with Reception

[Forward the Bill](#)

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Here the details of the bill and claimant will appear.

Now click on Forward the Bill and select the respective user whom to forward from the drop down, give the respective remarks and click on the Forward **button**.



Contributory Post Retirement Medicare Scheme for Executives/Non-Executives

[Home](#) [New Bill Registration](#) [Closed Bills](#) [Change Mobile Number](#) [Logout](#)

Welcome Reception (Reena Dutta) !



Bill Id: REG_2023_000001

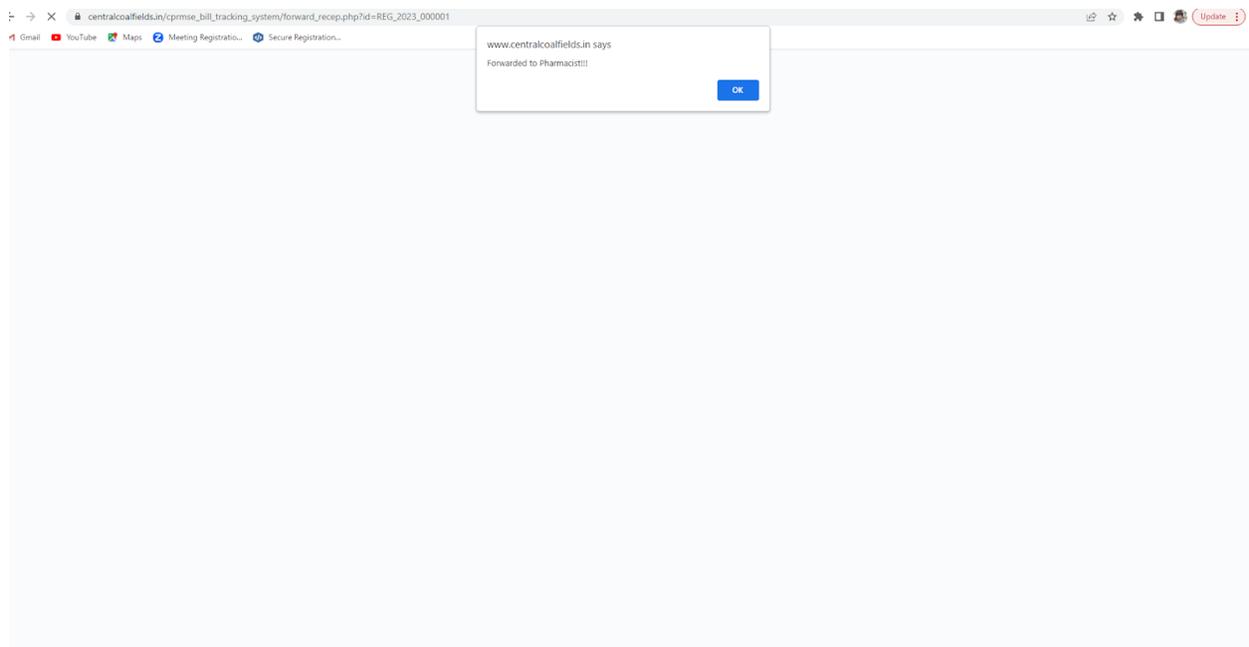
Forward Bill To -

Remarks -

Forward

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The bill is forwarded.



After the bill is sent it will appear automatically on the forwarded bills tab.

By clicking on any of the Total Bills, and Forwarded Bills tab and then clicking on the action history, all the movement details as well as present location of the respective bills will be displayed.



Contributory Post Retirement Medicare Scheme for Executives/Non-Executives

Home New Bill Registration Closed Bills Change Mobile Number Logout

Welcome Reception (Reena Dutta) !



Keyword OR Select From Date Select To Date

2023 | 2022 | 2021 |

Bills Forwarded by Reception (Reena Dutta)

S.No.	Bill Number	Employee Type	Ex Employee's Name	EIS No.	CPRMS No.	Bill Received Date	Forwarded To	Forwarded Date	More Details	Bill Movement
1	REG_2023_000001	Executive	Test Voena Hembrom	95001772	CPRMSE/04/99/Test	2023-07-05	Pharmacist 1	2023-07-05	View	Action History

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Contributory Post Retirement Medicare Scheme for Executives/Non-Executives

Home New Bill Registration Closed Bills Change Mobile Number Logout

Welcome Reception (Reena Dutta) !



Movement History of Bill Id: REG_2023_000001

S.No	Remarks	From	To	Forward Date
1	forwarded for scrutiny	Reception	Pharmacist 1	2023-07-05

The Bill is currently Pending with Pharmacist 1

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- (For CMS home screen) : The exceptional bills tab will have the bills whose treatment date is 7 days more than the last treatment date for the same claimant.



Contributory Post Retirement Medicare Scheme for Executives/Non-Executives

Home Closed Bills Rejected Bills Logout

Welcome CMS (Suman Singh) !
[Change Password](#)


 Total Bills Received
 (0)


 Pending Bills
 (0)


 Forwarded Bills
 (0)


 Exceptional Case
 (0)

Bills Pending with CMS(Suman Singh)

S.No.	Bill Number	Employee Type	Ex Employee Name	EIS No.	CPRMS No.	Claimant's Name	Bill Received Date	Action
-------	-------------	---------------	------------------	---------	-----------	-----------------	--------------------	--------

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Click on the **exception bills tab** and under the action column click **forward** and click on either **approve** or **reject the bill**.

If approved, the bill will go to reception and follow a normal scrutiny cycle, if rejected, the bill will go to the **Rejected Bills tab** in the home screen of CMS.

- (For Nodal home screen) :



Contributory Post Retirement Medicare Scheme for Executives/Non-Executives

Home Node wise bill status Logout

Welcome Nodal (Sunil Kumar Tiwari) !


 Total Bills Received in CPRMS
 (1)


 Pending Bills in CPRMS
 (1)


 Closed Bills
 (Bills Entered in SAP)
 (0)

Enter the Bill ID or Registration No:

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Total Bills received in the CPRMS cell till date will be displayed.

Pending Bills in the CPMRS cell till date will be displayed.

Closed Bill in the CPRMS cell till date will be displayed.

In Enter the Bill Id or Registration Number will enter the bill Id of a specific bill and press **Submit** to see present location and movement of the Bill Id and click on Submit.

The screenshot shows the top navigation bar with the Central Coalfields Limited logo and the title "Contributory Post Retirement Medicare Scheme for Executives/Non-Executives". Below the navigation bar, there are three summary cards: "Total Bills Received in CPRMS (1)", "Pending Bills in CPRMS (1)", and "Closed Bills (Bills Entered in SAP) (0)". A search bar is present with the text "Enter the Bill ID or Registration No:" and a "Submit" button. Below the search bar, a message states "The Bill is currently Pending with Pharmacist 1 (Roma Sinha)". A table titled "Movement History of Bill Id: REG_2023_000001" shows the following data:

S.No	From	To	Remarks	Forward Date
1	Reception	Pharmacist 1	forwarded for scrutiny	2023-07-05

At the bottom of the page, there is a footer with the text "© 2023 | Designed & Developed by Systems Dept., OCL, Ranchi".

- (For Nodal home screen) : to see bills pending with respective nodes go to Node wise Bill Status in the title bar.

The screenshot shows the same top navigation bar as the previous image. Below the navigation bar, there is a "Node wise Bill Status" section. A dropdown menu is open, showing "Pharmacist 1 (Roma Sinha)" as the selected node. An "Enter" button is next to the dropdown. Below the dropdown, there is a footer with the text "© 2023 | Designed & Developed by Systems Dept., OCL, Ranchi".

Select the respective user or node from the drop down menu and click on Enter.

Contributory Post Retirement Medicare Scheme for Executives/Non-Executives

Home Node wise bill status Logout

Welcome Nodal (Sunil Kumar Tiwari) !



Select the Node:

Bills of Node (Roma Sinha)



Total Bills Received
(1)



Pending Bills
(1)

Total bills received by the user will be displayed in the **Total Bills Received** tab.
Pending bills received by the user will be displayed in the **Pending Bills** tab.

Further clicking on the respective tab, the details of bills and their movement history can be seen by clicking on **Action History**.

Contributory Post Retirement Medicare Scheme for Executives/Non-Executives

Home Node wise bill status Logout

Welcome Nodal (Sunil Kumar Tiwari) !



Keyword OR Select From Date Select To Date

2023 | 2022 | 2021 |

Total Bills submitted to Pharmacist 1 (Roma Sinha) in year 2023

S.No.	Bill Number	Employee Type	Ex Employee's Name	EIS No.	CPRMS No.	Claimant's Name	Relation with Ex Employee	Bill Received Date	Amount Claimed	Bill Movement
1	REG_2023_000001	Executive	Test Veena Hembram	95001772	CPRMSE/04/99/Test	Test Veena Hembram	Self	2023-07-05	80000	Action History



Contributory Post Retirement Medicare Scheme for Executives/Non-Executives

Home Node wise bill status Logout

Welcome Nodal (Sunil Kumar Tiwari) !



Movement History of Bill Id: REG_2023_000001

S.No	Remarks	From	To	Forward Date
1	forwarded for scrutiny	Reception	Pharmacist 1	2023-07-05

The Bill is currently **Pending with Pharmacist 1**

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- Accepting additional documents in case of shortfall (For Observation Desk only) :



Contributory Post Retirement Medicare Scheme for Executives/Non-Executives

Home Closed Bills Logout

Welcome OD (Manisa Mohanty) !
[Change Password](#)


Total Bills Received
 (1)


Pending Bills
 (1)


Forwarded Bills
 (0)

Bills Pending with OD(Manisa Mohanty)

S.No.	Bill Number	Employee Type	Ex Employee Name	EIS No.	CPRMS No.	Claimant's Name	Bill Received Date	Action
1	REG_2023_000001	Executive	Test Veena Hembrom	95001772	CPRMSE/04/99/Test	Test Veena Hembrom	2023-07-05	Forward

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Go to **Forward** under the **Action** column.



[Print this page](#)

Bill Details in CPRMS Portal for Bill ID: **REG_2023_000001**

Ex Employee's Name	Test Veena Hembrom
EIS Number	95001772
CPRMSE Number	CPRMSE/04/99/Test
Employee Type	Executive
Claimant's Name	Test Veena Hembrom
Relation	Self
Bill Received Date	2023-07-05
Received From	Pharmacist 1(Roma Sinha)
Remarks	for scrutiny
Treatment Type	OPD
Treatment Date	2023-07-04
Contact Number	8250318212
Amount Claimed	80000
Present Status	Pending with OD

[Accept documents/add comments](#)

Click on **Accept Documents/Additional Comments**



Contributory Post Retirement Medicare Scheme for Executives/Non-Executives



Additional Documents for Bill ID REG_2023_000001

Bill Id:

Acknowledgement Number:

Document Name/Comments

[Submit](#)

After receiving additional documents, or giving remarks click on **Submit** and then select the next user to whom the bill needs to be forwarded to from the drop down and forward it.

